

CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS CITY HALL COMMITTEE MEETING ROOM
APPROVED MINUTES
January 4, 2006

**I.
Call to Order
and Roll Call**

Chair Ranker called the meeting to order at 7:00 p.m. Present were Commissioners Abelardo, Fang, Lee, Lind, Luna, Mohsin, Pham, and Queenan
Alternates present were Commissioners Choudhury and Villegas
Absent: Commissioner Wan

**II.
Seating of
Alternates**

Alternates seated: Villegas

**III.
Pledge of
Allegiance**

Commissioner Abelardo led the Pledge of Allegiance.

**IV.
Approval of
Agenda**

MOTION to approve the Agenda as submitted.

M/S: Mohsin, Lind

Ayes: 9

**V.
Approval of
Minutes**

MOTION to approve the minutes of November 2, 2005.

M/S: Abelardo, Mohsin

Ayes: 9

**VI.
Announcements**

Staff announced the Community Outreach form from the CAC.

**VII.
Citizens' Forum**

Chair Ranker invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

**VIII.
Liaison Reports**

a. City Council

Councilmember Polanski introduced herself to the Commission and gave a brief summary of the most recent City Council items. An organization called AEG Cycling will be doing a weeklong rolling festival through California, which covers a thousand miles. This organization will be coming through Milpitas on February 21, 2006 between 2:00 pm to 2:50 pm. They will be traveling through Calaveras Blvd and along Piedmont Road into the Berryessa area. The event will be held during the week and some streets could be shut down.

The City Council approved a proposal for consideration for road map service improvements to help the citizens in business.

The Planning Department has expanded the hours for the front counter during the lunch hour.

The City Council approved appointments to the Planning Commission. The first meeting for the new Planning Commissioners will be January 11, 2006. The 3 new Planning Commissioners will be seated at that time.

IX. New Business

a. Subcommittee/Task Force Status Reports.

Neighborhood Preservation (Lee, Mohsin, Queenan, and Luna)

Commissioner Queenan stated that there wasn't anything new and that he feels that this task should be discontinued.

Community Outreach (Lee and Queenan)

Commissioner Queenan stated that they received one response from the community. He asked the Commission how they should proceed with the feedback from the outreach. Commissioner Queenan also stated they would bring the feedback back to the CAC for review. Commissioner Lind suggested that the Commissioners forward the form to other meetings they attend.

b. CAC 2006 Work Plan.

Staff stated that every year the Commission develops a list of goals in addition to their regular recurring tasks that they would like to accomplish during the next calendar year. Last May the CAC had a progress report on the various items on the work plan and a decision was made that the Town Hall meeting would be held only on election years. The Associations Meeting was changed to the Outreach program. Tasks like the Ethics First! Program, approval of the City Calendar layout, non-denominational prayer study and the thank you activity/recognition for city staff have been deleted by the City Council.

The following is a list of the recurring tasks and short-term goals based on the approved 2005 Work Plan:

Annual Recurring Tasks

1. Heritage Tree Nominations (January, May, October)
2. CDBG Public Hearing Process (March)
3. Participate in Arbor Day – NBO booth and Tree City USA designation (April), Global Village, and 4th of July parade (July)
4. National Night Out (August)
5. Neighborhood Beautification Awards (September)
6. Tree Trimming (November)
7. Work session for annual work plan (December)

Short-term Goals/Projects (prioritized)

1. Tree Planting – Complete a heritage tree ordinance (in progress) and promote tree planting through outreach and tree protection awareness
2. Neighborhood Preservation/Street Sweeping – Assess whether neighborhoods are overcrowded and recommend strategies to preserve neighborhoods (in progress)
3. Town Hall Meeting – Review to determine whether to continue hosting this Fall event
4. Associations Meeting – Develop an outreach program to neighborhood associations to obtain feedback on community issues

Commissioner Queenan suggested that the street sweeping item should be deleted from the list. He suggested adding a project to encourage volunteerism in the community,

business ownership of blighted areas for clean up, and encourage the MPD to expand the Neighborhood Watch program.

Commissioner Lind suggested changing the title to Item 4 on the short-term goals from Associations Meeting to Outreach program.

Commissioner Queenan suggested adding a project for volunteerism in Milpitas. Commissioner Choudhury stated that the City does have a volunteer program. Councilmember Polanski suggested checking with the City Clerk office since they have the applications for volunteering for a Commission. Vice-Chair Mohsin stated that there is a need to educate the community on the Commissioners role and on the CDBG process.

Vice-Chair Mohsin suggested continuing this item to the next CAC meeting and decide at that time which items would stay on the Work Plan. Staff stated that they would list the suggestions in the minutes that were made and decide which items would stay on the work plan.

MOTION to have the CAC send their suggestions to staff and continue this item to the next CAC meeting.

M/S: Mohsin, Abelardo

Ayes: 9

Staff stated that the first item in the short-term goals has been completed.

c. Heritage Tree Nominations.

Staff stated that the CAC Work Plan schedules the making of heritage tree nominations in January, May and October. Chair Ranker asked the Commission if they had a tree to be nominated. There were no nominations.

d. Election of Officers.

Chair Ranker opened the nominations for new Chair. Commissioner Lind nominated Chair Ranker. Chair Ranker declined. Commissioner Abelardo nominated Vice-Chair Mohsin as new Chair. Vice-Chair Mohsin declined. Vice-Chair Mohsin nominated Commissioner Abelardo as new Chair. Commissioner Abelardo accepted the nomination.

MOTION to nominate Commissioner Abelardo as new Chair.

M/S: Mohsin, Luna

Ayes: 9

Chair Ranker opened the nominations for new Vice-Chair. Commissioner Choudhury nominated Commissioner Lee as new Vice-Chair. Commissioner Lee accepted the nomination.

MOTION to nominate Commissioner Lee as new Vice-Chair.

M/S: Choudhury/Lind

Ayes: 9

**X.
Adjournment**

Chair Ranker adjourned the meeting at 8:10 p.m. to the February 1, 2006 meeting.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS CITY HALL COMMITTEE MEETING ROOM
APPROVED MINUTES
February 1, 2006

**I.
Call to Order
and Roll Call**

Chair Abelardo called the meeting to order at 7:00 p.m. Present were Commissioners Fang, Lee, Lind, Luna, Mohsin, Queenan, and Ranker
Alternates present were Commissioners Choudhury, H. Pham, Villegas, and Wan
Absent: Commissioner M. Pham

**II.
Seating of
Alternates**

Alternates seated: Villegas

**III.
Pledge of
Allegiance**

Commissioner Ranker led the Pledge of Allegiance.

**IV.
Approval of
Agenda**

MOTION to approve the Agenda as submitted.

M/S: Lind, Ranker

Ayes: 9

**V.
Approval of
Minutes**

MOTION to approve the minutes of January 4, 2006.

M/S: Lind, Fang

Ayes: 9

**VI.
Announcements**

Staff announced the Commissioners Recognition meeting on Tuesday, April 4, 2006 at the City Council meeting.

**VII.
Citizens' Forum**

Chair Abelardo invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

**VIII.
Liaison Reports**

a. City Council

Councilmember Polanski introduced herself to the Commission and gave a brief summary of the most recent City Council items. The City Council appointed Heidi Pham as Alternate 4 to the CAC. The Citizens Outreach will be in the Milpitas Post. World Bike Tour will be held on Tuesday, February 21, 2006.

IX.
New Business

a. Subcommittee/Task Force Status Reports.

Neighborhood Preservation (Lee, Mohsin, Queenan, and Luna)
Commissioner Mohsin stated that there was nothing to report.

Community Outreach (Lee and Queenan)
Vice-Chair Lee stated that he received a call from the Milpitas Post who was very interested in the Community Outreach. He gave the Post an overview of the project. Commissioner Queenan stated that the Great Mall would give a location in the mall to give out flyers. He stated the Chamber of Commerce would insert the form in their March Newsletter. Commissioner Mohsin stated he distributed the flyers at the Sunnyhills HOA. Commissioner Luna distributed the flyers at St. Johns. Chair Abelardo distributed the flyers at the Fil-American group. Chair Abelardo asked if the comments or complaints be counted if there is no name on the form. Commissioner Queenan stated yes the comments/complaints would be counted. Commissioner Mohsin asked if the other Commissions were notified. Staff emailed all the Commissions and staff liaisons. Councilmember Polanski stated she presented the flyer at the January CEPAC meeting.

b. CAC 2006 Work Plan.

Chair Abelardo stated that at the January CAC meeting several changes were proposed to the Short Term Goals/Projects to be considered at the February meeting. The Draft CAC 2006 Work Plan with the proposed changes follows:

Annual Recurring Tasks

1. Heritage Tree Nominations (January, May, October)
2. CDBG Public Hearing Process (March)
3. Participate in Arbor Day – NBO booth and Tree City USA designation (April), Global Village, and 4th of July parade (July)
4. National Night Out (August)
5. Neighborhood Beautification Awards (September)
6. Tree Trimming (November)
7. Work Session for Annual Work Plan (December)

Short-term Goals/Projects (prioritized)

1. Tree Planting – Promote tree planting through outreach and tree protection awareness
2. Neighborhood Preservation – Assess whether neighborhoods are overcrowded and recommend strategies to preserve neighborhoods (in progress)
3. Town Hall Meeting – Conduct a Town Hall Meeting in the Fall of election years
4. Outreach Program – Conduct an outreach program to the citizens of Milpitas to obtain feedback on community issues
5. Volunteerism Program – Conduct a program to encourage Milpitas citizens to volunteer
6. Cleanup of Blighted Areas – Determine blighted areas in Milpitas and encourage their redevelopment or conduct a program similar to the “Adopt a Highway” program
7. Expand the Neighborhood Watch Program – Work with City staff to expand the Neighborhood Watch Program

Chair Abelardo read the Annual Recurring Tasks and the Short-term Goals/projects and asked if there were any questions or comments. Commissioner Lind stated that the purpose of this item was to prioritize it and not to redefine the topic. Commissioner

Mohsin asked about Item #5 Volunteerism. Commissioner Lind stated this item centered on the MVP program that already exists.

MOTION to approve the 2006 Work Plan as submitted with the deletion of Item 2 of the Short-term goals - Neighborhood Preservation to be forwarded to City Council.

M/S: Lind, Ranker

Ayes: 9

c. Community Outreach Program.

Chair Abelardo stated this item was previously discussed in the meeting. Commissioner Ranker asked what was the plan to move forward. Commissioner Lind asked the Council liaison how should the Commission proceed. Councilmember Polanski stated that this item would probably be on consent. Commissioner Queenan suggested having staff review and respond to the responses from the community and forward them to the Mayor and Council members. Commissioner Mohsin suggested having a spreadsheet to track the responses on a monthly basis. Send both the letters and spreadsheet to the City Council. Commissioner Queenan suggested sending a memo to the City Council on a quarterly basis.

MOTION to have the Community Outreach Program become a standing item on the agenda.

M/S: Lind, Abelardo

Ayes: 9

MOTION to direct staff to make quarterly reports of the responses from the Outreach Program and forward to City Council.

M/S: Lind, Luna

Ayes: 9

**X.
Adjournment**

Chair Abelardo adjourned the meeting at 8:10 p.m. to the March 1, 2006 meeting.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS CITY HALL COMMITTEE MEETING ROOM
APPROVED MINUTES
March 1, 2006

**I.
Call to Order
and Roll Call**

Chair Abelardo called the meeting to order at 7:00 p.m. Present were Commissioners Fang, Lee, Lind, Luna, Mohsin, Queenan, and Ranker
Alternate present was Commissioner H. Pham
Absent: Commissioners Choudhury, M. Pham, Villegas, and Wan

**II.
Seating of
Alternates**

Alternates seated: H. Pham

**III.
Pledge of
Allegiance**

Commissioner Mohsin led the Pledge of Allegiance.

**IV.
Approval of
Agenda**

MOTION to approve the Agenda as submitted.

M/S: Mohsin, Fang

Ayes: 9

**V.
Approval of
Minutes**

MOTION to approve the minutes of February 1, 2006.

M/S: Lind, Mohsin

Ayes: 9

**VI.
Announcements**

Staff announced that the Community Outreach Forms are available. The Form 700 needs to be turned into the City Clerk's office by all CAC members. The CAC Work Plan will be going to the City Council on March 21, 2006. With regard to Outreach program replies, staff will send the responses to the City Council on a quarterly basis.

Commissioner Lind announced the MUSD Crab Feed on April 7, 2006 at Rosewater Hall, 180 Murphy Avenue.

Staff announced that the City Council/RDA has approved the Senior Housing project, 102 units. Adjacent to that will be a medical facility owned by the County of Santa Clara. Construction to begin July 2006 and completed by January 2008.

The Housing Authority is opening up the Section 8 waiting list sometime at the end of March early April.

Chair Abelardo announced that the Filipino American Chamber of Commerce is organizing a fundraiser for the Philippine mudslide victims.

**VII.
Citizens' Forum**

Chair Abelardo invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

VIII. Liaison Reports

a. City Council

Councilmember Polanski introduced herself to the Commission and gave a brief summary of the most recent City Council items. The City Council had a special meeting on Monday, February 27, 2006 to review a ballot statement for an advisory vote to go on the June ballot whether the City of Milpitas should move to a charter city. The Council set the dedication ceremony to rename the temporary Senior Center to the Barbara Lee Senior Center on April 25, 2006.

IX. New Business

a. Review of Community Development Block Grant (CDBG) Program Applications for FY 2006-07.

Senior Housing and Neighborhood Preservation Specialist Gloria Anaya outlined the Community Development Block Grant (CDBG) Program, explaining that the City received a total of 21 eligible applications for funding. The City of Milpitas expects to receive \$600,963 of CDBG funds for FY 2006-07 from the Department of Housing and Urban Development (HUD). This represents a \$69,889 reduction from last year of \$670,852; reduction is attributed to HUD budget cuts.

As provided by federal regulations, 20% or \$120,192 of the total grant will be used for General Program Administration.

Per federal regulations, a total of 15% of the grant \$90,145 plus the reprogram of \$1,860.38 of FY 03-04 unspent balances; \$1,380.50 from the City's Camp and Stay Program and \$479.88 from the Recreation Assistance Program (RAP), a total of \$92,005.83 is available to fund Public Services. 65% of the grant or \$390,626, in addition, reprogram \$22,706.84 of FY 02-03 unspent balance from the Milpitas Senior Center Improvements and Renovation project, a total of \$413,332.84 is available to fund Non-Public Services.

Staff also stated that on October 4, 2005, the City Council adopted the two-year (2006-08) funding priorities as guidelines to assist the CAC in evaluating the grant applications. For the public service category, the following priorities were established, in order of preference:

1. Senior Services
2. Youth Teen Services
3. Homeless Sheltering / Services
4. Child Care
5. Battered Women Sheltering / Services

For the non-public service applications, the following priorities were approved:

1. Home Repair / Rehabilitation
2. Affordable Housing
3. Rental Apartment Rehabilitation

On October 4, 2005, the CAC and City Council also established two policies relating to the CDBG Program:

1. 25% of all Public Service funds must be spent within the City of Milpitas. Based on the CDBG Program allocation for public services (\$92,005.83), 25% of these funds are \$23,000.
2. Increased the allocation from \$15,000 to \$25,000 for Fair Housing Services. Traditionally, \$15,000 has been allocated from CDBG Program

Administration; the balance of \$10,000 will come from the Redevelopment Agency 20% Low-Income Housing Set-Aside Funds.

Included in the CAC agenda packet is a copy of the City Council minutes regarding both policies.

The application booklets distributed to the CAC early this month include staff funding recommendations. A schedule of presentations is included in the Commission's agenda packets.

Ms. Anaya explained that each applicant would be allowed three minutes for presentations, and two minutes for questions from the Commission; after the public hearing is closed, the Commissioners would be asked to allocate the available funds via the ballot process; and a recess is taken while staff enters each Commissioner's ballot allocation into a spreadsheet which would be totaled and averaged for final discussion and recommendation. The minimum funding level that was established by the CAC and City Council is \$5,000. Ms. Anaya asked that ballot allocations be at \$5,000 or above. Therefore, any of the programs that average less than \$5,000 would need to be redistributed to other organizations.

The recording secretary, Veronica Bejines, asked each Commissioner individually if they were currently receiving compensation from any of the application agencies. Commissioner Lind stated that she was employed with the MUSD and staff asked her to abstain from voting from that application. Staff was informed by all other Commissioners that they were not receiving compensation from any of the applicant agencies.

A representative from each of the applicant agencies present addressed the Commission with an outline of their agency's functions and how allocated funds would be utilized.

MOTION to close the public hearing.

M/S: Mohsin, Ranker

Ayes: 9

Staff entered each Commissioner's ballot figures into the spreadsheet and presented the results to the Commission.

MOTION to allocate Public Service CDBG funds as follows and forward to City Council for funding:

Alum Rock Counseling Center	\$ 5,000
Asian American	\$ 5,000
Long Term Ombudsman Program	\$ 5,000
Milpitas Recreation Services – Recreation Assist Program (RAP)	\$23,000
Emergency Housing Consortium	\$ 5,000
Filipino Youth Coalition	\$ 5,000
India Community Center	\$ 5,000
Live Oak Adult Day Services	\$ 5,000
Milpitas Food Pantry	\$14,005.83
Milpitas Unified School District	\$ 5,000
Next Door Solutions to Domestic Violence	\$ 5,000
Project Sentinel	*See Below
Second Harvest Food Bank	\$ 5,000
Senior Adults Legal Assistance (SALA)	\$ 5,000

Total Public Service: \$92,005.83

***\$15,000 coming from General Admin. plus \$10,000 from RDA 20% Housing Set Aside.**

M/S: Lind, Ranker

Ayes: 9

MOTION to allocate Non-Public Service CDBG funds as follows and forward to City Council for funding:

Economic and Social Opportunities	\$ 24,814.76
Milpitas Housing Rehabilitation	\$ 88,518.08
Senior Housing Solutions	\$144,444.44
Terrace Gardens Senior Housing Inc.	\$155,555.56
Total Non-Public Service:	\$413,332.84

M/S: Lind, Ranker

Ayes: 9

b. Subcommittee/Task Force Status Reports.

Community Outreach (Lee and Queenan)

Vice-Chair Lee stated that they received copies of all the feedback forms from Dennis Carrington and will tally them and report back to the Commission at the April CAC meeting. He also stated that a generic thank you letter should be written to anyone who sends feedback to the Commission and to invite any citizen to attend the CAC meeting or City Council meeting and give us his or her feedback during the Citizen's Forum. He stated that he received several comments asking about the Farmers Market coming back to Milpitas again.

X.

Adjournment

Chair Abelardo adjourned the meeting at 10:15 p.m. to the April 5, 2006 meeting.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS CITY HALL COMMITTEE MEETING ROOM
APPROVED MINUTES
April 5, 2006

**I.
Call to Order
and Roll Call**

Chair Abelardo called the meeting to order at 7:00 p.m. Present were Commissioners Fang, Lind, Luna, Mohsin, Queenan, and Ranker
Alternates present were Commissioners Choudhury, H. Pham, Villegas, and Wan
Absent: Commissioners Lee and M. Pham

**II.
Seating of
Alternates**

Alternates seated: Villegas and Choudhury

**III.
Pledge of
Allegiance**

Commissioner Queenan led the Pledge of Allegiance.

**IV.
Approval of
Agenda**

MOTION to approve the Agenda to include a sign up sheet for Item A under New Business for volunteering to attend other Commission meetings.

M/S: Mohsin, Luna

Ayes: 9

**V.
Approval of
Minutes**

MOTION to approve the minutes of March 1, 2006. There was a correction on the address for Rosewater Hall – 1180 Murphy Avenue not 180 Murphy Avenue. Commissioner Lind stated that the minutes should reflect that there was a lengthy discussion on the CDBG funding and came to a consensus on supporting staff recommendation because the funds were so limited.

M/S: Ranker, Mohsin

Ayes: 9

**VI.
Announcements**

Staff stated that Form 700 needs to be filed. The Commissioners that need to submit their forms are Abelardo, Fang, Queenan, M. Pham, Villegas, Choudhury, and Wan.

Staff announced the July 4th celebration.

Staff stated that in February the Commission directed staff to submit a memo on a quarterly basis to City Council on the Community Outreach response. There have only been 7 responses. Staff will prepare a consent item, which would be a memo to City Council including copies of the responses.

Commissioner Mohsin announced the State of the City Address on April 6, 2006. He also announced the Sunnyhills neighborhood garage sale on April 8, 2006.

Commissioner Queenan announced that the Neighborhood Watch program website has been updated; website is "ScanUSA.com".

**VII.
Public Forum**

Chair Abelardo invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

**VIII.
Liaison Reports**

a. City Council

Councilmember Polanski introduced herself to the Commission and gave a brief summary of the most recent City Council items. The State of the City will be on April 6, 2006 with a welcome at 6 pm and the actual ceremony and speech to begin at 6:30 pm. The City budget meeting will be on April 10, 2006 at 6:30 pm at Burnett Elementary School, Rancho Middle School, Russell Middle School, and Zanker Elementary School. Besides coming to the actual budget hearings, this will be an opportunity for the citizens to provide feedback on staff recommendations. Some of the staff recommendation cuts were the crossing guards, the after school stay and play program.

Commissioner Mohsin asked about the process for hiring a new City Manager and Police Chief. Councilmember Polanski stated that the City Council by majority allocated \$45,000 to hire a recruiter to seek the process to hire a new City Manager and Police Chief. There is a timeline to begin June 5, 2006 and to conclude around September 2006.

**IX.
New Business**

a. Sign-up Sheet and attendance by CAC members of other Commission meetings to request that they give the CAC input on, or assistance with, the Community Outreach Program.

Chair Abelardo asked the CAC to attend more than one Commission meeting. Staff circulated a sign-up sheet to each of the CAC members. Commissioner Lind stated that this was not an agenda item that CAC members were to show up at a Commission meeting.

b. Support of Arbor Day Proclamation and Participation in Arbor Day event.

Chair Abelardo stated that the Arbor Day Celebration would be held on Saturday, April 29, 2006 at 9:00 am at Dixon Landing Park. He asked for volunteers for the Arbor Day Celebration and park clean up events. Commissioners Mohsin, Choudhury, and Heidi Pham volunteered for the Arbor Day Celebration. Staff stated that they received an email from Carol Randisi indicating that there would be no booths or fanfare at the event. Chair Abelardo stated he would accept the Arbor Day proclamation at the April 18, 2006 City Council meeting along with Vice-Chair Lee. Chair Abelardo also volunteered for the tree planting.

c. Subcommittee/Task Force Status Reports.

Community Outreach (Lee and Queenan)

Commissioner Queenan stated that he delivered the outreach forms to the Police Department. The Police Department would distribute the forms to all their Neighborhood Watch meetings. He requested staff to agendaize a presentation at the May CAC meeting on the Neighborhood Watch program. Commissioner Queenan asked each Commissioner to be present at one of the Community Meetings that would be held on April 10, 2006. Commissioner Choudhury will attend Zanker Elementary School, Commissioners H. Pham and Mohsin will attend Russell Middle School, Commissioners

Ranker and Abelardo will attend Rancho Middle School, and Commissioner Queenan will attend Burnett Elementary School.

Commissioner Mohsin stated that he distributed the outreach forms to the police sub-station at the Great Mall. Commissioner Queenan stated that the Commission could distribute the community outreach forms at the community meetings.

Commissioner Queenan talked about the Town Hall Meeting regarding Charter City. Commissioner Mohsin asked when the Town Hall Meeting would take place. Commissioner Lind stated that the CAC Work Plan under "Town Hall Meeting" shows that the CAC would conduct a Town Hall Meeting in the fall of election years. Commissioner Mohsin requested that it should have been a bulleted item. Commissioner Lind stated that this would be a discussion on the meeting. Commissioner Queenan suggested agendizing this topic for a future meeting. He would like to have the Town Hall Meeting before the June 6th vote. Commissioner Mohsin felt that this would be very challenging due to the timeframe. Commissioner Lind stated that the work plan states that the Town Hall Meeting would be correlated with elections. Commissioner Mohsin stated that the Town Hall Meetings in the past were not very successful and this is such a short window he felt that there weren't be a big response. Commissioner Queenan stated that if the topic were important enough people would come out for the Town Hall Meeting. Councilmember Polanski suggested agendizing this topic for the May CAC meeting and have the subcommittee do some research relative to potential dates, times, and groups.

MOTION to agendize the discussion on the Town Hall Meeting regarding the Charter City issue.

M/S: Queenan, Mohsin

Ayes: 9

**X.
Adjournment**

Chair Abelardo adjourned the meeting at 8:30 p.m. to the May 3, 2006 meeting.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS CITY HALL COMMITTEE MEETING ROOM
APPROVED MINUTES
May 3, 2006

**I.
Call to Order
and Roll Call**

Chair Abelardo called the meeting to order at 7:00 p.m. Present were Commissioners Lee, Lind, Luna, Mohsin, Queenan, and Ranker
Alternates present were Commissioners Choudhury, H. Pham (7:12pm), and Villegas
Absent: Commissioner Fang

**II.
Seating of
Alternates**

Alternates seated: Villegas and Choudhury

**III.
Pledge of
Allegiance**

Commissioner Queenan led the Pledge of Allegiance.

**IV.
Approval of
Agenda**

MOTION to approve the Agenda as submitted.

M/S: Mohsin, Ranker

Ayes: 9

**V.
Approval of
Minutes**

MOTION to approve the minutes of April 5, 2006.

M/S: Luna, Mohsin

Ayes: 9

**VI.
Announcements**

Staff announced the resignation of both Commissioners Marie Pham and Oliver Wan.
Staff stated that they made 1000 more outreach forms.

Commissioner Mohsin stated that he attended the community meeting at Russell Middle School and there were 138 in attendance. The public felt the meeting was poorly managed. Chair Abelardo stated that there were no amounts given on the programs. He also stated the residents were happy that they were able to participate.

Vice-Chair Lee stated that on April 18, 2006, the CAC received a proclamation from the City Council for Arbor Day. Commissioners Reena Choudhury and Heidi Pham attended the tree planting.

Chair Abelardo announced that the Red Cross would be having a workshop on July 22, 2006.

**VII.
Public Forum**

Chair Abelardo invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

VIII.

Liaison Reports

a. City Council

Councilmember Polanski introduced herself to the Commission and gave a brief summary of the most recent City Council items. The Council approved the CDBG recommendations from the CAC with a few modifications on April 18, 2006. The Council included \$5,000 for the Support Network for Battered Women and \$5,000 for Catholic Charities – Shared Housing. The City's Recreation Services – RAP was reduced \$10,000 to fund these two other programs. The Council allocated \$150,000 for Terrace Gardens re-roofing. Quite a few people came to speak on each program.

The City Council had quite a discussion on the outreach meetings on the budget. The five (5) least important programs were the Chamber of Commerce funding, Mobile Home inspections, Updating the City website daily, Public Arts funding, and Adult Sports programs. 19 Citizens spoke that night. The budget hearings will be May 9, 2006.

The Council is moving forward with the new library. They also approved a project labor agreement, which is an agreement between the different unions. On May 11, 2006 at 11:00 am at Rancho Middle School there will be a joint emergency preparedness drill between the City and the MUSD. The Council approved the Chamber of Commerce using the Council Chambers on May 18, 2006 for a forum on sales tax – Measure A at 7 pm. The Council also reviewed the Milpitas Transit Area Specific Plan by the Great Mall.

IX.

New Business

a. Neighborhood Watch.

Sergeant Max Nobida, Milpitas Police Department, gave a presentation on the Neighborhood Watch program. Milpitas Police Department has been participating in the Neighborhood Watch program since 1994. There have been 110 different programs within the City although the numbers have shortened since that time. It is a way to prevent crime in the City. The benefits are to know your neighbors, watch out for each other, on-going training to protect yourself, learn and observe and report suspicious activity.

The City is in the process of replacing the neighborhood watch signs throughout the City with new ones. One way of getting the word out to the public is via a website called SCAN USA. Scan USA allows local public safety and law enforcement to broadcast emergency information directly to computers, mobile phones, etc. To register, go to www.scanusa.com. Commissioner Queenan asked how to get more people to participate in the Neighborhood Watch program. Sergeant Nobida stated that they should start with the Neighborhood Night-Out. This year Neighborhood Night-Out is scheduled for Thursday, August 3, 2006.

b. Town Hall Meeting Regarding the Charter City Issue.

Commissioner Queenan asked where and when the Town Hall Meeting would take place. Commissioner Ranker suggested having the meeting in the City Council Chambers along with the Women's League of Voter's forum. Councilmember Polanski stated that the Women's League of Voters Forum would be held on May 18th at 7 p.m. She suggested the CAC have the meeting in conjunction with their meeting and maybe having the Town Hall meeting at 6 p.m. or 8 p.m. Commissioner Queenan felt that it would be a good idea to have the meeting at the same time. Staff stated that the CAC should check with the

Chamber of Commerce first to see if they want to have the meeting in conjunction with their meeting. Staff will then check with the City Clerk to reserve the room. Commissioner Lind stated setting up this meeting for Vice-Mayor to educate the community on Charter City. Set up meeting as pro and con debate. Chair Abelardo suggested having a subcommittee to coordinate this meeting. The subcommittee consists of Commissioners Queenan, Heidi Pham, Lind, and Chair Abelardo.

c. Heritage Tree Nominations.

Chair Abelardo asked the Commission if there were any nominations for heritage trees or heritage tree groves. There were no nominations.

d. Upcoming Work Plan Tasks.

Staff stated that this is a reminder of upcoming tasks such as the 4th of July parade and National Night-Out in August.

Commissioner Queenan asked if Gloria Anaya could be present at the June meeting to give an update on areas of concern within the City.

MOTION to have Gloria Anaya present at the June meeting to give an update on possible opportunity areas within the City that the CAC could focus on.

M/S: Queenan/Mohsin

Ayes: 9

e. Subcommittee/Task Force Status Reports.

Community Outreach (Lee and Queenan)

Commissioner Lind stated that she distributed flyers to the Sister City meeting. Staff stated that there were 37 responses and distributed the responses to the Council for review. Commissioner Queenan asked how would the citizens know that the City received their responses. Staff stated that staff was not directed to contact the individuals; it would probably be time-consuming and involve hours which would have budgetary consequences if staff would write responses. Commissioner Queenan feels there should be a letter sent back to the citizens to knowledge the City received their response. Staff stated the CAC should draft a letter to send back to citizens who wrote in responses. Commissioner Queenan volunteered to prepare a draft response letter for the June CAC meeting. Councilmember Polanski stated that she mentioned to the Council that the CAC was looking at this and if they saw a trend for areas that they might want to take on as part of their work plan. Commissioner Mohsin feels that responses should be summarized on a spreadsheet that would be forwarded to Council. Commissioner Lee stated he would develop the spreadsheet.

**X.
Adjournment**

Chair Abelardo adjourned the meeting at 9:00 p.m. to the June 7, 2006 meeting.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS CITY HALL COMMITTEE MEETING ROOM
APPROVED MINUTES
June 7, 2006

**I.
Call to Order
and Roll Call**

Chair Abelardo called the meeting to order at 7:00 p.m. Present were Commissioners Fang, Lee, Lind, Queenan, and Ranker
Alternates present were Commissioners Choudhury, Nwobi, Pham, and Villegas
Absent: Commissioners Luna and Mohsin

**II.
Seating of
Alternates**

Alternates seated: Villegas, Choudhury, and Pham

**III.
Pledge of
Allegiance**

Vice-Chair Lee led the Pledge of Allegiance.

**IV.
Approval of
Agenda**

MOTION to approve the Agenda as submitted.

M/S: Lind, Ranker

Ayes: 9

**V.
Approval of
Minutes**

MOTION to approve the minutes of May 3, 2006.

M/S: Lind, Lee

Ayes: 9

**VI.
Announcements**

Staff announced that the July CAC meeting has been cancelled. Staff stated that one community outreach response was received. The July 4th parade is still on schedule.

**VII.
Public Forum**

Chair Abelardo invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

**VIII.
Liaison Reports**

a. City Council

Councilmember Polanski introduced herself to the Commission and gave a brief summary of the most recent City Council items. She attended the Fil-Am Fiesta and Cultural event. It is a wonderful fiesta and event. The final approval of the FY 06/07 Appropriations Limit and budget was approved on a 3-2 vote. The City Council approved the Capital Improvement budget of over \$54,000,000. The Council approved the Five-year Capital Improvement Program through the year 2010 of over \$97,000,000. The City's final budget was \$164,000,000. The City received a progress report on the library and parking garage and it's moving forward on budget. The City reappointed Heidi Pham to Alternate #3 position on the CAC. Councilmember Polanski put in a request for Commissioner Villegas to be moved to a regular voting member. Chinedu

Nwobi has been appointed to the Alternate #4 position on the CAC. The Charter City advisory vote failed.

IX.

New Business

a. Neighborhood Beautification Awards.

Chair Abelardo stated that a subcommittee would need to be established in June with a tour to be held in September. The subcommittee will tour the nominated properties and select the winners of each category. The winners will be announced at the October CAC meeting. Staff stated that an ad was placed in the Milpitas Post. The applications are available at all City facilities. Information is on the web as well as the cable channel.

Commissioner Villegas asked if some of the winners are repeat winners. Staff stated that there are a few repeat winners. Staff stated that anyone could nominate a property. Staff will contact the subcommittee on the date of the tour.

b. Presentation by Gloria Anaya on Areas of Concern within the City.

Gloria Anaya, Senior Housing and Neighborhood Preservation Specialist gave a brief presentation on the cleanup of blighted areas. The City maps out areas of concern that need cleanup within the City. There are ads in the Milpitas Post so the neighborhood is well informed in terms of making sure that these neighborhood cleanups are a success. Code Enforcement is not pro-active it is complaint driven only. The City is pro-active in Graffiti only. There are a few residents that are pro-active in their areas.

Commissioner Queenan stated just because the task force completed an area cleanup the City needs to continue to do follow-up in the blighted area. Staff stated that the City is not proactive. Commissioner Queenan asked about the length of time to comply with a service request. Staff stated that in the past it was 30 days to comply now it is 15 days to comply. Staff leaves door hangers and information as a first response to a complaint. If a person does not comply then a notice to abate is issued. Commissioner Queenan asked how many complaints do Code Enforcement receive. Staff stated that they receive 125 plus calls per month. Staff stated that the Shirley/Selwyn area has been renovated.

c. National Night Out. Neighborhood Night Out and Watch.

Vice-Chair Lee stated that he had hosted a Night Out potluck for the last couple of years. He stated that he contacted the Police Department for information. Staff stated that Max Nobida from the Police Department would print out flyers if you request them with the information for your location and event. Chair Abelardo asked the Commissioners who would be hosting an event this year. Commissioners Queenan, Villegas, Pham, Vice-Chair Lee, and Chair Abelardo will host an event this year.

Chair Abelardo asked the Commission if anyone would be announcing the event to other Commissions. Councilmember Polanski suggested that staff send each Chair from the different Commissions an email about National Night Out and hope they will host a block party and to give the Chair of each Commission Max Nobida's number for more information.

Chair Abelardo asked the Commission if the information packet needed to be modified. There was no need for modification to the packet.

MOTION to recommend to the City Council that National Night Out be held on Thursday, August 3, 2006.

M/S: Lind, Queenan

Ayes: 9

d. CAC Participation in City's July 4th Parade.

Chair Abelardo stated that the Commission has participated in the parade the past few years. He stated that along with Commissioner Ranker and Vice-Chair Lee would organize this year's participation in the parade.

Councilmember Polanski stated that there are a total of 33 entries this year. The parade will start at Carlo and end at Curtis. There is going to be 4 special vehicles, 15 vehicle entries, 14 walking groups, and 2 float type entries. There are a number of events happening that day with a pool party in the afternoon and fireworks in the evening.

e. Community Outreach Program Response Letter.

Commissioner Queenan delivered a draft copy of the letter to staff and Commission for review. Staff asked the Commission if they wanted staff to send the letter to residents who wrote in. Commissioner Queenan stated yes.

f. Spreadsheet Summarizing Community Outreach Program Responses.

Vice-Chair Lee stated that there were a total of 38 responses. He sorted the responses into 7 areas. There were a few responses for the Farmers Market, City services, Traffic concerns near Escuela, and clean ups. There were 4 responses from residents who enjoyed living in Milpitas. The spreadsheet was from January through April. Vice-Chair Lee stated that the Commission should continue to promote the Outreach Program.

g. Upcoming Work Plan Tasks.

Chair Abelardo stated most of the tasks have been discussed. The annual recurring tasks that still need to be discussed are the Heritage Tree Nominations, which will be discussed in October, Tree Trimming in November, and Work Plan session in December. The short-term goals are Tree Planting, Town Hall Meeting, Outreach Program, Volunteerism Program, Cleanup of Blighted Areas, and Expand Neighborhood Watch Program. Commissioner Lind stated that the Town Hall Meeting should be agendaized for the August CAC meeting. Councilmember Polanski wanted to commend the CAC members who attempted to do a Town Hall meeting relative to the Charter City. Councilmember Polanski stated that for record it should be stated that at no time did the CAC when they requested to move forward as part of their work plan to hold the forum on an item that was going before the Milpitas residents there were no vote taken and she heard absolutely no discussion from this group of everyone saying they were either for or against a Charter City. When the CAC discussed this it was completely unbiased completely just following their work plan.

h. Subcommittee/Task Force Status Reports.

Community Outreach (Lee and Queenan)
This item was previously discussed.

X.

Adjournment

Chair Abelardo adjourned the meeting at 8:30 p.m. to the August 2, 2006 meeting.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS CITY HALL COMMITTEE MEETING ROOM
APPROVED MINUTES
August 2, 2006

**I.
Call to Order
and Roll Call**

Vice-Chair Lee called the meeting to order at 7:00 p.m. Present were Commissioners Fang, Lind, Luna, Mohsin, Queenan, and Ranker
Alternates present were Commissioners Choudhury, Nwobi, Pham, and Villegas
Absent: Chair Abelardo

**II.
Seating of
Alternates**

Alternates seated: Villegas and Choudhury

**III.
Pledge of
Allegiance**

Vice-Chair Lee led the Pledge of Allegiance.

**IV.
Approval of
Agenda**

MOTION to approve the Agenda as submitted.

M/S: Lind, Ranker

Ayes: 9

**V.
Approval of
Minutes**

MOTION to approve the minutes of June 7, 2006.

M/S: Lind, Fang

Ayes: 9

**VI.
Announcements**

Staff announced the National Night Out on August 3, 2006. NBO tour will be held in September. There hasn't been a great response for NBO Awards nominations. Commissioner Lind announced that the Chamber of Commerce is looking for volunteers for the Celebrate Milpitas event to be held on August 19th and 20th. Terry Medina has resigned from the City of Milpitas. The WIFI network is in the works.

**VII.
Public Forum**

Vice-Chair Lee invited members of the audience to address the Commission on any item not on the agenda.

Patricia Montoya, 451 Dolores Drive – A city needs to serve handicap for disabilities for social classes. Her son is 37 and has Down syndrome. Commissioner Ranker asked what were her suggestions. Ms. Montoya suggested having Saturday programs for about an hour or two, hold a recreation class or socialization class.

Commissioner Ranker suggested adding this item to the September agenda for discussion.

VIII.

Liaison Reports

- a. City Council** Councilmember Polanski was unable to attend the meeting due to her work schedule.

IX.

New Business

a. Town Hall Meeting.

Staff stated their recommendation is to discuss the upcoming Town Hall meeting including any invitation and possibly establishing a subcommittee for this item.

Commissioner Lind asked about the format of the Town Hall meeting. Vice-Chair Lee suggested having a candidate forum. Commissioner Mohsin also agreed that a candidate forum would be an idea to have. Commissioner Lind stated that the Chamber of Commerce would have a candidate forum on October 19, 2006 with the Milpitas Post. Sunnyhills will also have a candidate forum – date and time to be determined. The Council will also be sponsoring one of their Good Morning Milpitas events possibly on September 15th and inviting the candidates for that event. Commissioner Ranker stated since the Milpitas Post and the Chamber were putting on all these events, he felt that the Commission would be duplicating the effort. Commissioner Mohsin suggested establishing a subcommittee to do more research on this item and bring it back to the Commission at their October CAC meeting. The subcommittee members are: Commissioners Mohsin, Ranker and Queenan.

b. Community Outreach.

Staff stated that they sent out response letters to those individuals who had responded to the CAC Community Outreach Program. Commissioner Mohsin asked the number of people who responded. Staff stated there has been about 39 responses so far.

c. Subcommittee/Task Force Status Reports.

Community Outreach (Lee and Queenan)

Vice-Chair Lee stated he went to about 100 neighbors and asked about their concerns. He spoke to 20 families who are concerned about traffic and speeding in their neighborhoods.

X.

Adjournment

Vice-Chair Lee adjourned the meeting at 7:37 p.m. to the September 6, 2006 meeting.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS CITY HALL COMMITTEE MEETING ROOM
APPROVED MINUTES
September 6, 2006

**I.
Call to Order
and Roll Call**

Chair Abelardo called the meeting to order at 7:00 p.m. Present were Commissioners Fang, Lee, Lind (7:06 pm), Mohsin, and Ranker
Alternates present were Commissioners Choudhury, Pham, and Villegas
Absent: Commissioners Luna, Nwobi, and Queenan

**II.
Seating of
Alternates**

Alternates seated: Villegas, Choudhury, and Pham

**III.
Pledge of
Allegiance**

Commissioner Ranker led the Pledge of Allegiance.

**IV.
Approval of
Agenda**

MOTION to approve the Agenda as submitted.

M/S: Mohsin, Ranker

Ayes: 8

**V.
Approval of
Minutes**

MOTION to approve the minutes of August 2, 2006.

M/S: Mohsin, Fang

Ayes: 8

**VI.
Announcements**

Staff announced that there are still Outreach forms available. There have been no responses lately.

**VII.
Public Forum**

Chair Abelardo invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

**VIII.
Liaison Reports**

a. City Council

Councilmember Polanski introduced herself to the Commission and gave a brief summary of the most recent City Council items. Councilmember Polanski thanked the CAC Commissioners who sponsored a Neighborhood Night Out event. She stated there were about 23 to 24 Neighborhood Night Out events held in August. The City Council would be holding a special City Council meeting September 12, 2006 at 6:00 pm to hold interviews for the Planning Commission alternate position. There was a lengthy discussion regarding BART. Due to funding, the federal government has asked to do a supplemental ERA and to look at other options for various stations. The Finance Director presented the un-audited general fund revenues. Most of the departments were able to meet the 5% reduction.

IX.
New Business

a. Report on status of WiFi.

Bill Marion, Information Services Director, gave a brief presentation on the City's WiFi project. He stated that City signed an agreement with Earthlink to start a project that would provide WiFi or wireless service within the City. The goal is to provide wireless service that can be used with a laptop. There are a number of projects going on to accomplish this in other cities such as San Francisco, Philadelphia, Sunnyvale, and Mountain View to name a few. The network would probably be up and running in Milpitas by the end of the year. The network has actually been operating for 3 years now although it is mainly used for public safety in Police and Fire. The City started with 12 devices installed on lamp poles in the City running from the Public Works building down to City Hall. Over a year and a half the City has expanded from 12 to 54 devices including the devices in fire trucks. Earthlink proposed initially to install a network that covered residential and commercial areas of the City. Earthlink decided to do the entire City including industrial areas. Earthlink will provide WiFi service for City use at no charge to the City. They will also provide free WiFi service to the public at the Teen Center, Sports Center, Community Center, Senior Center, and the new Library. There will be a service that one can subscribe to for home use. Earthlink will fund, own, and upgrade the network at no cost to the City.

Commissioner Mohsin asked if there was a minimum contract. Staff stated that he has not seen the agreement as of yet. Commissioner Fang asked the number of users. Staff stated that it would be around 8 to 10 users per device. Commissioner Mohsin asked about the lifespan on the devices. Staff stated that the devices have been up for about 3 years and in those 3 years only 1 has failed.

b. Potential City Programs for Those with Disabilities.

Vice-Chair Lee stated that at the August meeting some suggestions were received with regard to services for those with disabilities. He received information from resident Pat Montoya. Some of the recreation programs that other cities have such as Sunnyvale, San Jose, and Santa Clara provide for persons with Down Syndrome are swimming, bowling, tennis, movies, and dances.

Commissioner Lind asked how many residents qualify for socialization services. She stated that the City used to have services and wondered what happened to the services. She also asked how many residents are in need of these services. Commissioner Lind suggested having Recreation do a presentation on the programs available and to get information from other cities on their programs for the disabled. Staff stated that Ms. Montoya might look into other socialization service providers that might be able to apply for CDBG funding. Councilmember Polanski also agreed that CDBG might be another funding source.

Councilmember Polanski suggested that members of the CAC speak to Bonnie Greiner of the Recreation Department and ask her what happened to the previous program; to look into programs of other communities, the cost of such services, how many people were served and the ages, then have someone from Recreation make a presentation on their findings. Ms. Montoya stated that the previous service program that the City operated had been good at the beginning, then people stopped coming, and the program was discontinued.

Councilmember Polanski recommended that the CAC form a subcommittee that would contact Bonnie Greiner to go over the questions and to contact some of the cities to get the information needed. The subcommittee members are Commissioners Lee, Lind, and Pham.

c. Town Hall Meeting.

Vice-Chair Lee stated that he contacted the Chamber of Commerce and that the Chamber agreed that the CAC could assist with the candidate forum. The Chamber requested a list of questions for the forum from the CAC. Commissioner Mohsin suggested a list of 3 to 5 questions that are not too long due to the time limit. The questions need to be reviewed by the Milpitas Post and the Chamber of Commerce. Commissioners Mohsin and Ranker agreed to prepare the questions and forward them to the Chamber of Commerce. The candidate forum will be held on October 15, 2006.

d. Subcommittee/Task Force Status Reports.

Community Outreach (Lee and Queenan)

Vice-Chair Lee stated that there was nothing to report on the outreach. No forms have been received in recent months.

X.

Adjournment

Chair Abelardo adjourned the meeting at 8:35 p.m. to the October 4, 2006 meeting.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS CITY HALL COMMITTEE MEETING ROOM
APPROVED MINUTES
October 4, 2006

I.

**Call to Order
and Roll Call**

Vice-Chair Lee called the meeting to order at 7:00 p.m. Present were Commissioners Fang, Lind, Queenan, and Ranker
Alternates present were Commissioners Choudhury (7:07 pm), Pham, and Villegas
Absent: Commissioners Abelardo, Luna, Mohsin, and Nwobi

II.

**Seating of
Alternates**

Alternates seated: Villegas and Pham

III.

**Pledge of
Allegiance**

Commissioner Villegas led the Pledge of Allegiance.

IV.

**Approval of
Agenda**

MOTION to change the Agenda, move Item IX-C Subcommittee/Task Force Status Reports (Programs for Those with Disabilities) to Item IX-A.

M/S: Lind, Queenan

Ayes: 7

V.

**Approval of
Minutes**

MOTION to approve the minutes of September 6, 2006.

M/S: Lind, Ranker

Ayes: 7

VI.

Announcements

Staff introduced Tom Williams, Director of Planning and Neighborhood Services to the Commission. A copy of the community outreach form was given to the Commission from Mareile Ogle regarding business practices.

VII.

Public Forum

Vice-Chair Lee invited members of the audience to address the Commission on any item not on the agenda. Mayor Esteves wanted to thank the Commission on behalf of the City for all their efforts and work they have done.

VIII.

Liaison Reports

a. City Council

Councilmember Polanski introduced herself to the Commission and gave a brief summary of the most recent City Council items. Councilmember Polanski reported that the Council recognized the 10th anniversary with the City's sister city from Japan. The City is going to have a public access TV station beginning January 2007. If the City gets 60% usage or more the City will also have a 3rd station which is the education channel. The City would then have a government channel, public access channel, and education channel that the schools could utilize. There was a concern with neighbors around Gill Park with loud music vibrating their homes. There was a petition from the neighbors

with 59 signatures. The Council made a motion to direct staff to prepare an ordinance just for Gill Park not to allow the amplified music. The Council is conducting City Manager interviews. There will be a candidate's forum in the Council Chambers on October 19, 2006 at 7:00 p.m.

IX.

New Business

a. Subcommittee/Task Force Status Reports

Community Outreach (Lee and Queenan)

Vice-Chair Lee stated that they received a letter from Pat Montoya regarding programs for Milpitas residents with special needs. The subcommittee did some research and decided to form a subcommittee on programs for those with disabilities and have Bonnie Greiner from Recreation give a brief description.

Programs for Those with Disabilities (Lee, Lind and Pham)

Bonnie Greiner, Recreation Services Manager, stated that Recreation had a REACH program, which was recreation enhancing assist children's health, which began in 1986 and was cancelled in 2001. It was originally established to provide social and recreation-based activities and opportunities for young adults and children with disabilities. The program was offered for the very young and had little or no participation. In 1986 it was directed toward youth and teens, 8 years old to 18. They found that from 1986 to 2000 there was a small group of young adults 18 to 25 that had a need for social outings. The City provided a van, a driver, and a part-time leader at 10 hours per week to drive this age group to interact with other participants from other cities at social events, i.e. dances, dinner, bowling, field trips, holiday events, every Thursday evening. Over time the participants exceeded the age limit or found other activities to do and in 2001 the numbers dropped to about 1 or 2 participants attending any of the programs. Also, during that time the City went through a number of recreation leaders. There was no actual facility to accommodate their needs. To date Recreation has received on an average 1 call per year for this type of program for any age group. The location and budget became a challenge. In 1986 – 2000 the City had a very high staff turnover. The City had to re-evaluate the program to see if there was a need or not. Recreation does not cancel a lot of programs with the City; if Recreation cannot fit the need for someone, they offer assistance in finding their needs with other cities. Staff stated that the cities that do offer very extensive programs are San Jose, Pleasanton, Palo Alto, Union City, and Sunnyvale. Not every city offers the program.

Commissioner Lind asked how many participants are needed to sustain a program in the City. Staff stated that it depends on the type of program, once a week or once a month program, ideally you probably need 10+ participants to make it worth the coordinator's effort. Commissioner Lind asked how one would start a program. Staff stated they would make a recommendation during the budget process to the City Council, with that recommendation would be the background information on need, number of participants, activity needed, space, type of instructor, salary range for the instructor, and present the information to the Council for their decision.

Commissioner Queenan asked if all participants needed to live in the City of Milpitas. Staff stated that all the recreation programs are open to Milpitas residents and non-Milpitas residents. Milpitas residents would have a priority over non-residents.

Vice-Chair Lee asked since the program ended in 2001 would there be any revisiting of the program. Staff stated that the City recently revisited this item back in January 18, 2005. Recreation did a staff report on phone calls received in the last 5 years and it was still only one phone call per year regarding the program. They also went through all the registration forms that have a section on special needs and it was still very minimal.

Commissioner Queenan asked about the age group. Staff stated that it would depend on the needs of that age group.

Commissioner Lind asked if Recreation had a legal obligation to provide any type of services within the community. Staff stated no they do not. Commissioner Lind also asked if the City had any legal requirements to offer accommodations to residents with special needs. Staff stated that they have a good faith policy to try to include residents with special needs as much as possible to their programs but legally they are not bound.

Commissioner Queenan asked how a program would be started. Staff stated that they would get the interested parties together and determine the ages of the participants and their needs, determine the goals for the program and then try to make the program fit the needs of the individuals.

Staff stated in all their activity guides, website, and most of their publications there is an opportunity for the public to make comments and request a program.

Commissioner Lind asked if something could be put in their next activity guide. Staff stated they would put a message in the January activity guide. The activity guide is mailed to all Milpitas residents. Councilmember Polanski suggested that Recreation might advertise on their public access station, Channel 15.

Commissioner Queenan asked Ms. Pat Montoya how she felt and if she had any suggestions. Ms. Montoya stated maybe advertising in the Milpitas Post was a good idea. She feels if the City offers something good to the community they would respond. She stated a lot of people with special needs are put in-group homes. Commissioner Queenan stated that they need a focus group from the public to come forth and give the Commission their needs on the programs that are needed in the community for those with special needs.

Commissioner Lind stated that the City would make an announcement in the Milpitas Post, Recreation Activity Guide, Public Access TV-Channel 15, and the City's website. This item will be agendaized for the March CAC agenda for a report by staff.

b. Neighborhood Beautification Appreciation – 2006 Annual Awards Program.

Zulema Maggi, NBO Coordinator, gave a brief presentation on the NBO Program. When the program first started there were only 5 categories and 10 participants. The program has been expanded to 14 categories with 24 participants this year. The residential award winners will receive a \$100 gift certificate from Home Depot and a declaration. In addition, all nominees will receive a certificate of appreciation. The results will be posted on the City's website, Cable TV, and in the Milpitas Post. The awards will be distributed by the City Council at their meeting of November 21, 2006, with a break for refreshments. There was a brief PowerPoint presentation on the winners and nominees.

MOTION to review and approve the subcommittee and staff NBO 2006 award recommendations and forward them to the City Council.

M/S: Queenan, Ranker

Ayes: 7

c. Heritage Tree Nominations.

Staff stated that every 4 months they ask the Commission if there are any trees or groves of trees the Commission would like to nominate as heritage trees or heritage tree groves. There were no nominations.

**X.
Adjournment**

Vice-Chair Lee adjourned the meeting at 8:22 p.m. to the November 1, 2006 meeting.

Respectfully submitted,

CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS CITY HALL COMMITTEE MEETING ROOM
APPROVED MINUTES
November 1, 2006

**I.
Call to Order
and Roll Call**

Chair Abelardo called the meeting to order at 7:00 p.m. Present were Commissioners Fang, Lee, Lind, Mohsin, Ranker, and Villegas
Alternate present was Commissioner Pham
Absent: Commissioners Choudhury, Luna, Nwobi, and Queenan

**II.
Seating of
Alternates**

Alternate seated: Pham

**III.
Pledge of
Allegiance**

Commissioner Ranker led the Pledge of Allegiance.

**IV.
Approval of
Agenda**

MOTION to approve the Agenda as submitted.

M/S: Lind, Mohsin

Ayes: 8

**V.
Approval of
Minutes**

MOTION to approve the minutes of October 4, 2006.

M/S: Lind, Fang

Ayes: 8

**VI.
Announcements**

Staff stated there were no announcements. Commissioner Mohsin stated the Milpitas Post and the Chamber of Commerce thanked the Commission for submitting questions for the Candidates forum.

**VII.
Public Forum**

Chair Abelardo invited members of the audience to address the Commission on any item not on the agenda. A representative from Intrigo Group gave a brief presentation on their services.

**VIII.
Liaison Reports**

a. City Council

Councilmember Polanski introduced herself to the Commission and gave a brief summary of the most recent City Council items. The City Council submitted an ordinance to not allow amplified music at Gill Park. The 2nd reading will be November 7th at the Council meeting and will go into effect in 30 days. She announced that Commissioner Villegas has been moved up to a voting member in the CAC. The Mayor has agendized for the next City Council to move Commissioner Choudhury to the Alternate 1 position and Commissioner Pham to the Alternate 2 position.

IX.
New Business

a. Tree Decorating.

Staff stated that Rene Lorentzen, Recreation, is requesting confirmation that the CAC would like a tree for the 2006 Tree Lighting Ceremony. The tree would be ready for decoration on November 24th. Decorations should be complete by noon on December 30th. The volunteers are Chair Abelardo and Commissioner Villegas.

MOTION to have a tree for the Tree Lighting Ceremony.

M/S: Ranker, Fang

Ayes: 7

Abstain: 1 (Lind)

b. Programs for those with Disabilities.

Staff stated that last month Bonnie Greiner, Recreation Services Manager, gave a presentation. The CAC requested Recreation to look at ways to conduct an outreach program and to see if members of the public would be interested. Ms. Greiner will be conducting an outreach program to the entire City for all kinds of programs including those for the disabled. It will be a survey questionnaire. It will be put in the Activity Guide, Channel 15, and on the website. Ms. Greiner will report back to the Commission once she has tallied all the responses that come in. Chair Abelardo asked if there is a timeframe when she will report back to the Commission. Staff stated that Ms. Greiner did not give a timeframe. Commissioner Lind stated that Ms. Greiner stated last month that she would report back at the March CAC meeting. Commissioner Lind suggested having Ms. Greiner submit or report back in February.

c. Subcommittee/Task Force Status Reports.

Community Outreach (Lee and Queenan)

There have been no new responses.

Programs for Those with Disabilities (Lee, Lind and Pham)

This item was previously discussed.

Councilmember Polanski recommended the Commission plan in January or February a discussion regarding the CDBG process for the new members and to have Gloria Anaya meet with these new members.

Commissioner Lind asked if the December meeting should be cancelled.

MOTION to cancel the December 6, 2006 meeting.

M/S: Lind, Ranker

Ayes: 8

X.
Adjournment

Chair Abelardo adjourned the meeting at 7:30 p.m. to the January 3, 2007 meeting.

Respectfully submitted,

Yvonne Andrade, Recording Secretary